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CHAPTER VII

DAY SUPPORT WAIVER FOR INDIVIDUALS WITH MENTAL RETARDATION

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CHAPTER VII

DAY SUPPORT WAIVER FOR INDIVIDUALS WITH MENTAL RETARDATION

PREFACE

The Day Support Waiver for Individuals with Mental Retardation (DS Waiver) provides Day Support and/or Pre-vocational Services to individuals on the Mental Retardation (MR) Waiver statewide waiting list.

This chapter is unique to the DS Waiver. All other information regarding the services in the DS Waiver is covered in other chapters in this manual.

INTRODUCTION

Home- and Community-Based DS Waiver Services for Individuals with Mental Retardation (MR) described in this chapter are covered under the Medicaid Program through a Section 1915(c) Waiver. At the time of the screening for waiver services by the Community Services Board (CSB) or Behavioral Health Authority (BHA), an eligible individual and his/her authorized representative/guardian make a choice between receiving services in an Intermediate Care Facility for the Mentally Retarded (ICF/MR) or in the community through the MR or DS Waiver. If the individual or the individual's authorized representative/guardian, as appropriate, chooses the DS Waiver, then the Community-Based Services available through the DS Waiver must be determined to be an appropriate service alternative to delay or avoid placement in an ICF/MR.

Providers of DS Services must meet the provider qualifications in Chapter II, "Provider Participation Requirements." Services shall be provided in accordance with the service criteria in Chapter IV and in conjunction with the current assessment of the individual's support needs and Consumer Service Plan (CSP). The CSP (completed in coordination with the service provider, the individual, and his/her representative/guardian) is the combination of an assessment of the individual's needs in all life areas and the Individualized Service Plans (ISPs) that a.) describe the services and supports necessary and available under the DS Waiver to address these needs and b.) detail the manner in which the services will be delivered. A provider is reimbursed only for the amount and type of services included in the ISP as shown on the Individual Service Authorization Request (ISAR), authorized by the Department of Mental Health, Mental Retardation, and Substance Abuse Services (DMHMRSAS) and documented in the individual's record. Individuals receiving DS Waiver Services must also receive MR Targeted Case Management Services covered under the Medicaid State Plan Option.

For any DS Waiver Service, a qualified Case Manager employed by or contracted with the CSB/BHA shall coordinate the CSP using the team approach described in Chapter IV of this manual.

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ELIGIBILITY FOR DAY SUPPORT WAIVER SERVICES

Diagnostic Eligibility

DS Waiver Services may be recommended by the Case Manager only if the individual has a diagnosis of mental retardation as defined by the American Association on Mental Retardation, meets the ICF/MR criteria as indicated by the Level of Functioning Survey, and is determined by the local Department of Social Services (DSS) office to be eligible for Medicaid.

DAY SUPPORT WAIVER SLOT ALLOCATION

Individuals are enrolled in the DS Waiver from the statewide waiting list based on the application date reported by the Case Manager when the individuals were placed on the MR waiting list. The initial slot allocation for the DS Waiver was done by DMHMRSAS through assignment of one slot to each CSB/BHA that had an individual on the statewide waiting list. Each of these slots is a "CSB-designated slot." When that slot is vacated, DMHMRSAS notifies the CSB/BHA of the next person on the statewide waiting list from that CSB/BHA, who is to be offered that slot. Remaining slots are offered based upon the statewide waiting list. When they are vacated, they are returned to the Office of Mental Retardation (OMR) for reassignment to the next person on the waiting list.

If Case Management for an individual on the DS Waiver is transferred from one CSB to another, the DS Waiver slot is transferred with the individual to the new CSB. If the CSB-designated slot is held by an individual who moves out of the CSB/BHA catchment area, then another individual currently occupying a DS Waiver slot in the CSB is designated by DMHMRSAS as holding that designated slot. If there are no other DS Waiver slots held by residents in the CSB area, the next available DS Waiver slot goes to the next person on the waiting list from the CSB and becomes the CSB-designated slot.

DAY SUPPORT WAIVER SERVICES

The DS Waiver covers two services, Day Support and Pre-vocational Services (described in Chapter IV of this manual).

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ENROLLMENT INTO THE DAY SUPPORT WAIVER

When a slot is assigned for an individual to receive DS Waiver Services, the following documentation is required by DMHMRSAS for enrollment:

1. Slot Change/New Assignment Fax Cover Sheet (DMH 885E 1202 can be found on the DMHMRSAS website, www.dmhmrsas.virginia.gov).
2. A completed Enrollment Request Form.
3. DMHMRSAS will notify the CSB/BHA when the enrollment is complete by forwarding the approved Enrollment Request and DS Waiver Level-of-Care Eligibility (DMH 885E 1164DS) forms to the Case Manager, who continues with the service authorization process as described in Chapter IV.

PROVIDER PARTICIPATION REQUIREMENTS, COVERED SERVICES AND LIMITATIONS, BILLING, AND UTILIZATION REVIEW (UR)

Once an individual is enrolled in the DS Waiver, the authorization process, Case Management requirements, waiver service provider requirements, billing, and Utilization Review process are identical to the processes and requirements as described for the MR Waiver in Chapters II, IV, V, and VI of this manual.